

**Government of Maharashtra**  
**GENERAL ADMINISTRATION DEPARTMENT,**  
**Mantralaya, Mumbai 400 032.**  
**Circular No. SGH-Reservation-XXX,**  
**Dated 1st January 1999.**

**CIRCULAR-2**

**Read.** Government Circular, General Administration Department, No. SGH-Reservation-XXX, dated 29th January 1999.

The renovated Sahyadri State Guest House of the Government of Maharashtra has since been fully operationalised with boarding and lodging facilities and arrangements for banquets and luncheons, etc. The State Guest House also provides excellent conferencing facilities in its Conference Centre which comprise of 3 Conference/Seminar halls and one auditorium. The Conference Centre is equipped with state-of-the-art audio and video facilities. The procedure for utilizing the above facilities and tariff etc. are given in the Government Circular under reference, a copy of which is annexed for ready reference.

2. The Government of India have in the past requested Protocol Division for accommodation in the Guest House. Similarly, the Members of the Consular Corps in Mumbai have also been requesting the State Government for accommodation and other facilities for their guests in the 'Sahyadri' State Guest House.

3. The proposal for making available the accommodation and conference facilities of the Sahyadri State Guest House to the foreign guests was under consideration of Government for sometime past. After careful examination and deliberations, it has now been decided that the facilities of the Sahyadri State Guest House, Mumbai may also be offered to the following categories :

- (a) The dignitaries/delegations of the foreign countries whose visits are sponsored by the Rajya Sabha/Lok Sabha Secretariat and Ministries of the Government of India including the Ministry of External Affairs.
- (b) The dignitaries and high ranking delegations from the foreign countries who are not the guests of the Government of India but for whom requests have been received from the Members of the Consular Corps in Mumbai. Guests of the Foreign Missions located at New Delhi will also be accommodated in 'Sahyadri' on the recommendations of Ministry of External Affairs.

The Conference Centre facilities such as Conference Rooms, Auditorium, Banquet Hall and Buffet Hall will also be made available to the Members of the Consular Corps in Mumbai for their meetings/parties, etc.

4. In view of this decision of the Government, requests for reservation of Conference Halls, Auditorium, Banquet Hall, Buffet Hall and the guests rooms may be sent to :-

**The Deputy Secretary to Government (Protocol),**  
**General Administration Department, 5th floor, Mantralaya, Mumbai 400 032.**  
**Telephone Nos. 202 3361, 202 5381**  
**Fax No. 2822875.**

5. The bills for the arrangements made for the guests of the Government of India will be sent to concerned Ministry, the Lok Sabha/Rajya Sabha Secretariat, as the case may be. The members of the Consular Corps in Mumbai and Foreign Missions at New Delhi will be responsible for the settlement of the bills of the guests sponsored by them or for other facilities availed in the Sahyadri State Guest House.

G. The Special Commissioner, Maharashtra in New Delhi is requested to bring contents of the Circular to the notice of the Rajya Sabha/Lok Sabha Secretariat and various Ministries of the Government of India.

By order and in the name of the Governor of Maharashtra,

**R. S. BENJAMIN,**  
(Deputy Secretary & Joint Chief Protocol Officer),  
General Administration Department.

Encl. — As above

To,

The Secretary to Government,

The Additional Chief Secretary to Chief Minister,

The Secretary to Deputy Chief Minister,

The Secretary General, Rajya Sabha, New Delhi,	} Through the Special Commissioner, Maharashtra in New Delhi.
The Secretary General, Lok Sabha, New Delhi,	
All the Ministries of the Government of India,	

The Secretary, Maharashtra Legislative Secretariat,

All Departments of Mantralaya,

The Special Commissioner, Maharashtra, Maharashtra Sadan, Copernicus Road,  
New Delhi.

13. The Special Commissioner, Maharashtra in New Delhi is requested to bring contents of the Circular to the notice of the Rajya Sabha/Lok Sabha Secretariat and various Ministries of the Government of India.

By order and in the name of the Governor of Maharashtra,

R. S. BENJAMIN,

(Deputy Secretary & Joint Chief Protocol Officer),  
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To,

The Secretary to Governor.

The Additional Chief Secretary to Chief Minister.

The Secretary to Deputy Chief Minister.

The Secretary General, Rajya Sabha, New Delhi,	} Through the Special Commissioner, Maharashtra in New Delhi.
The Secretary General, Lok Sabha, New Delhi,	
All the Ministries of the Government of India,	

The Secretary, Maharashtra Legislative Secretariat,

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The Special Commissioner, Maharashtra, Maharashtra Sadan, Copernicus Road,  
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